

11 July 1958

**MEMORANDUM FOR:** The Inspector General  
**THROUGH:** Deputy Director/Intelligence  
**SUBJECT:** Inspector General's Survey of the  
Office of Basic Intelligence - May 1958

1. I have examined subject survey and find it a sound and objective appraisal of the organization, operations, and accomplishments of this office.

2. Four numerical errors appearing on page 7 of the Survey should be corrected for the record, as follows:

Paragraph 12, last sentence, to read: "For example, for the past three years, NIS sections produced per year were as follows: 500, 514, and 494."

Paragraph 14, first line, to read: "Approximately 47 per cent of the NIS are NOFORN,"

3. This office concurs in the recommendations of the Inspector General's Survey, except for recommendation (a) on page 29, and recommendation (a) on page 41.

4. Recommendation (a) on page 29 requires:

"The NIS Committee convene a special meeting within 60 days of this report for the purpose of concentrating upon the question of reduction in time between receipt of NIS material by OBI from contributors and its actual printing in finished form. Special attention should be given to the necessity for the time-consuming process of sending printer's proofs (mainly on the Chapters I) to the Field for rechecking."

**Discussion:** There appears to be some misunderstanding about the review of NIS contributions, particularly with respect to printer's proofs. Normally, contributors send manuscript copies of their contributions to the Field for summary checking at the same time as they forward their contributions to OBI for review. This procedure has been encouraged by OBI to ensure Field commentary and inclusion of information not yet received in Washington. Reports from the Field are usually available by the conclusion of OBI reviews so there is no real loss of time involved in this procedure. In the few cases where Field comments are delayed, they are incorporated into the printer's proofs without cumulative loss of reviewing or printing time.

In the case of Chapters I, the NIS Committee reviews the printer's proofs which affords each member of the Committee opportunity to see for the first time the entire Chapter I in context. This procedure is proper and necessary, and changes approved by the NIS Committee are those which result from new appreciation and data, and from inconsistencies among sections only apparent to all member agencies on review of the printer's proofs. It should be noted that printer's proofs of Chapters I are never sent to the Field. In view of these considerations, it does not appear necessary to this office to convene a special meeting to consider a question that has already been resolved within practical limits.

5. Recommendation (a) on page 41 requires "Within 60 days of the date of this report a special meeting of the NIS Committee be held, with a representative of the printer of the NIS attending, with a view to reducing the number of maps, graphs, and other illustrative material in the NIS, and the simplifying of the detail, coloring, and other refinements used therein, without impairing the practical use of the NIS. The results of this meeting are to be reported to the DD/I for review."

**Discussion:** Graphic material in the NIS has been developed gradually since the initiation of the program and in detailed consultation with all contributing agencies and the printers. The use of graphics is a highly specialized requirement and varies with the different topical treatments of sections, chapters, and supplements throughout the NIS. This office

has consistently worked toward the effective use of graphic material in the interests of brevity and clarity of intelligence presentation. It is the considered opinion of this office that the present development of NIS maps and graphics is sound, and that the "detail, coloring, and other refinements" are necessary for adequate presentation of national intelligence. The Management Staff of this Agency examined this question and concluded in its report of 20 March 1958:

"a. In view of the JCS policy on requirements, the interpretation of that policy by the DD/I, the conclusions of the Clark Committee in this matter, and the increasing reliance being placed on the NIS by all contributing and using agencies and departments, it is not feasible to reduce the level of NIS requirements.

"b. The increased use of tables, charts, maps, and color printing to improve readability and useability of the NIS is in line with current trends in production of all types of intelligence and the additional expense involved is small when compared to the total cost of collecting and producing such intelligence."

In view of these considerations, this office cannot concur in this recommendation.

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Assistant Director  
Basic Intelligence

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